



Minute

IJB Strategic Planning Group

10.00am, Wednesday 12 May 2021

Virtual Meeting – Via Microsoft Teams

Present: Ricky Henderson (Chair), Angus McCann (Vice-Chair), Councillor Robert Aldridge, Bridie Ashrowan, Colin Beck, Colin Briggs, Philip Brown, Christine Farquhar, Stephanie-Anne Harris, Nigel Henderson, Linda Irvine-Fitzpatrick, Grant Macrae, Allister McKillop, Rene Rigby and Hazel Young.

In attendance: Matthew Brass, Jessica Brown, Sarah Bryson, Tony Duncan, Lauren Howie, Nancy McKenzie, Susan McMillan, Katie McWilliam, Rebecca Miller, Moira Pringle, Jay Sturgeon and David White.

Apologies: Peter McCormick

1. Minutes

Decision

- 1) To approve the minute of the Edinburgh Integration Board Strategic Planning Group of 17 March 2021 as a correct record.
- 2) To note that the meeting between Lay representatives and Christine Farquhar minuted under Rolling Actions Log was no longer required.

2. Rolling Actions Log

The Rolling Actions Log for March 2021 was presented to Committee.

Decision

To note the outstanding actions.

(Reference – Rolling Actions Log, submitted.)

3. Annual Cycle of Business

The annual cycle of business was presented to Committee.

Decision

To note the annual cycle of business.

(Reference – Annual Cycle of Business, submitted.)

4. Strategy Progress Update

The SPG were presented with an update on the current development of NHS Lothian's (NHSL) emerging Strategic Framework. The pandemic had notably sharpened and added to the existing challenges faced in achieving desired outcomes, but also offered positive opportunities for redesign. The update presented to the SPG on the Strategic Framework centred around these new elements and the potential implications for the EIJB.

Members were broadly supportive of the framework and were particularly encouraged with the collaborative and cooperative approach being suggested, however, there were concerns about the timeframe being proposed (1-3-5) with some members considering the timeframe to be too short to be truly strategic. Although acknowledging these concerns, officers noted that NHSL's planning cycle was restricted to a Parliamentary cycle – with changing Governments and Health Secretary's bringing changing policies and funding. However, assurance was given that the principles and processes established over the 5-year period would continue to be developed as time progressed. There was also clarification from EHSCP Head of Strategy on the EIJB planning horizons which go further (0-6, 7-18 and 18+). The 1-3-5-year planning would fit within the EIJB first planning horizon which captured two 3-year strategic planning cycles.

Members also expressed concerns over engagement in the development process of the Strategic Framework. Although there has been improvement – particularly with hard to reach groups – members noted that public engagement should be an ongoing, transparent process, with the Third Sector developing to become an equal partner, not an area to just be engaged with.

Members were encouraged by the ongoing effort to align and collaborate with partners and were also supportive of EIJB's linkage to NHSL and the City of Edinburgh Council's (CEC) strategic business plan including the 20 Minute Neighbourhood.

Decision

- 1) To note the NHSL briefing and direction of travel
- 2) To consider the implications to EIJB strategic planning

- 3) To support collaboration and cooperation in the development of this framework.

(Reference – Report by the Head of Strategic Planning, EHSCP, submitted).

5. Market Facilitation Strategy Update

Committee were presented with an update on Market Facilitation as requested in the RAL. Since the last update in March 2020, this report noted the most significant development being the expansion of the Care@Home project within the transformation programme and the linkage to Home Care and the One Edinburgh concept.

Although there had been progress, members noted delays due to the impact of the pandemic, as well as the departure of the Contracts Manager in early 2021. Although progress had been made and elements of the Market Facilitation Framework had been incorporated into the transformation programme, a formal Market Facilitation Strategy had yet to be completed. This strategy is being developed alongside the next strategic commissioning plan.

Members expressed some concern over gaps in the report in relation to data. It was agreed that accurate data was key in understanding the decision-making behind changes in direction from March 2020 to now, and members welcomed further policy papers etc. to help explain this change.

Decision

- 1) To note the status of the Market Facilitation work.
- 2) To acknowledge the proposal to establish a Market Facilitation project within the transformation programme.
- 3) To agree to an SPG update on 27 October 2021.

(Reference – Report by the Head of Strategic Planning, submitted).

6. Joint Strategic Needs Assessment Update

An update on the Joint Strategic Needs Assessment (JSNA) was presented to the committee. Following from the March meeting, this update gave further information on how the analysis undertaken so far can support the development of the higher-level EIJB Strategic Directive.

Members were supportive of the STEEPLED analysis and were supportive of the development of this in order to identify gaps in needs analysis and keep the wider strategic plan 'robust'.

Moving forward, members noted the role of the Futures Committee in the development of the high-level strategy and were eager to receive an update on prioritised needs analysis at the August Committee meeting.

Decision

- 1) To note the update on progress in delivering a refreshed JSNA
- 2) To consider the additional draft topic paper on Carers, including the key issues highlighted and whether this can be approved for publication.
- 3) To extend an invite to Judith Stonebridge, our new Public Health Consultant, to join the SPG as a member in accordance with ToRs.

(Reference – Report by the Head of Strategic Planning, submitted).

7. Communications and Engagement Strategy

The SPG were provided with an update on the development of the Communications and Engagement (C&E) Strategy for the EIJB and EHSCP.

The appointment of a C&E manager and a newly formulated C&E team led to the production of the strategy, which aims at communicating and engaging with a range of audiences, objectives and communications needs. It was noted that – as a complimentary to the Strategic Plan – the C&E Plan will refresh every 3 years in line with the Planning Cycle.

Members were supportive of the new strategy and commended officers responsible on the improvements made over the last year. Moving forward, members gave suggestions as to how to improve the strategy, which included;

1. Add stakeholders in the target audiences, such as housing providers, independent sector, unpaid carers etc.
2. To communicate back with engagement groups in order to detail how their involvement has made a difference.
3. To use organisations such as EVOG as a vehicle for communicating with hard to reach groups – promoting more face-to-face meetings instead of relying on digital media channels which may not be accessible to all.

Decision

- 1) To approve the contents of the C&E Strategy in Appendix 1.
- 2) To agree that the C&E Strategy will evolve but will be formally refreshed every 3 years, in line with the Strategic Planning cycle.
- 3) To change ‘compromises’ to a more suitable word in paragraph 5 of the Executive Summary.

4) To seek input from Bridie Ashrowan on how EVOC can provide the outreach needed for audiences that may not have access to digital communication.

5) To refer the Report to the next EIJB meeting for noting.

(Reference – Report by the Head of Strategic Planning, EHSCP, submitted).

8. Date of Next Meeting

To note that the next Strategic Planning Group meeting would be held at 10.00am on Wednesday 18 August 2021.